



**LOUISBURG PARK AND TREE BOARD  
MEETING MINUTES  
Monday, April 10, 2017**

The Park Board of Louisburg, Kansas met at 6:30 p.m. in the City Hall Council Chambers with Chairperson Bob Bazin presiding.

**ATTENDANCE**

**Board Members:** Michael McClellan, Wayne Knop (departed the meeting at 7:18pm), and Ernie Reinhart

**City Staff:** Jean Carder

**Recording Secretary:** Rusty Whitham

**Visitors:** None

**Item 1: PLEDGE OF ALLEGIANCE**

**Item 2: ADOPTION OF THE AGENDA:**

A motion was made by Ernie Reinhart to approve the agenda. The motion was seconded by Michael McClellan. Motion carried 4-0.

**Item 3: APPROVAL OF THE MINUTES:**

A motion was made by Wayne Knop to approve the minutes from the March 13, 2016 Park and Tree Board meeting. The motion was seconded by Michael McClellan. Motion carried 4-0.

**Item 4: PUBLIC COMMENTS:**

Persons who wish to address the Park Board regarding items not on the agenda may do so at this time. Speakers will be limited to three (3) minutes. Any presentation is for informational purposes only. No action will be taken.

**NEW BUSINESS ITEMS:**

**Item 5: A discussion with Elizabeth Ellis from the Louisburg Library concerning a proposed event in the City Park. Earth Day in Louisburg on April 21<sup>st</sup> between 3-5pm.**

Elizabeth Ellis was not in attendance at this meeting. After a brief discussion Wayne Knop made a motion to approve the Earth Day event in the City Park on April 21<sup>st</sup> between 3-5pm. The motion was seconded by Michael McClellan. The motion passed 4-0.

## Item 6: Eagle Scout project proposal at Ron Weers Park.

Cole Williams from Louisburg Boy Scout Troop 1001 approached the board to explain his proposed Eagle Project in Ron Weers Park. Williams mentioned that he is looking for something to do around the city that would benefit the community. He noticed that the trail around City Lake has no signage or markings to indicate distance or trail information for walkers and joggers. Williams suggested that installing trail markers around the lake would be fantastic Eagle Project.

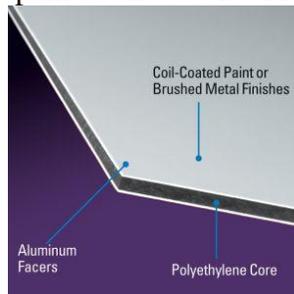
Williams stated that the trail is approximately 1.3 miles long and mentioned that he would install 4 trail markers/signs along the trail that would indicate distance and provide information. He would space the signs so that the distance would be accurately measured from either direction traveled on the trail. Williams then explained that if the city approves his proposed plan he can move forward and obtain his troop and then his scouting district endorsements. Williams then stated that the city will not have to pay for any materials or for the installations of the signs. The money needed for this project will be raised by Williams. Any money left over from this project will be donated to the city (beneficiary) in accordance with scouting policy.

Williams went on to mention that each sign will cost \$130. The signs will be approximately 8"x12" in size and will have distance and an image of the lake printed on the face. The signs will be professionally printed.

Bob Bazin asked what materials will be used to produce the signs. Williams replied Dibond.

### Note:

Dibond® is the industry's leading aluminum composite material (ACM) for more than 15 years. It is comprised of two pre-painted sheets of .012" aluminum with a solid polyethylene core.



Ernie Reinhart asked if there is a concept drawing available. Williams replied yes. However, he can get a better one. Ernie Reinhart stated that it would be helpful to see a concept drawing before the board can approve it. Reinhart also mentioned that he is concerned that the upcoming Master Trails Study should establish standards for our trails and signs of this nature maybe standardized. He suggests that any trail signs should establish a brand that is consistent throughout our community. This branding concept should make our trails system unique from all other trails within the area.

Jean Carder mentioned that staff can work with Williams to ensure that his signs will be consistent with the Master Trails Study and City's objectives.

Wayne Knop asked what kind of posts will be used. Williams replied that the post will be made out of u-channel. Knop asked is it like the posts used on a street sign. Williams said yes. Knop then asked how high the signs will be. Williams motioned eye level. He then added that he can make the signs as high as the board requires.

Jean Carder asked if there is a timeline to install the signs. Williams suggested that he had all summer to get his Eagle Project done. Carder suggested that the signs be placed between the trail and the lake. Bob Bazin agreed.

Ernie Reinhart asked will the signs be double faced. Williams replied no.

After additional discussion Wayne Knop made a motion to approve the concept to allow Cole Williams to place four signs along the trail at the City Lake for his Eagle Project. This motion directs staff to work with Williams to determine design and materials used in the construction of the new signs. The motion was seconded by Michael McClellan. The motion passed 4-0.

**Item 7: Planning discussion concerning the 22<sup>nd</sup> Annual Fishing Derby Scheduled for Saturday June 17<sup>th</sup> between 7am-Noon.**

Bob Bazin confirmed the 22<sup>nd</sup> Annual Fishing Derby will be held on Saturday June 17, 2017. Bazin requested that Nate and Sue Apple be invited to the next Park and Tree Board meeting to help in the planning of this event.

**OLD BUSINESS:**

**Item 8: None**

**REPORTS:**

**Item 9: Update concerning recent improvements to city park facilities.**

Staff mentioned that Pastor Jon Clayton and a group of volunteers from the Faith Chapel did a lot of work in the parks on Saturday April 1, 2017. Below is a list of items that the group completed:

**Ron Weers Park**

- Power Washed the Pavilion and Picnic Table
- Spread new mulch around play equipment
- Repaired and stained informational sign near parking lot
- Planted five new maple trees along the trail around the lake and two crabapple near the round house.

**City Park**

- Power Washed Pavilion and Picnic Tables
- Power Washed play equipment
- Spread new mulch around play equipment

**Lewis-Young Park**

- Spread new mulch around play equipment
- Planted three new maple trees at the entrance of park

Staff also mentioned that the pavilion in city park was professional painted and repaired last week.

Ernie Reinhart mentioned that some of the lights at the tennis court are burnt out in City Park. Staff will look into it and have the bulbs replaced if needed.

Michael McClellan mentioned that the replacement of the home dugout on field “A” in L/Y Park is still in work. The recent rainy period has delayed construction. McClellan stated that enough of the structure has been completed so it can be used. The LHS baseball team used it on Friday April 7, 2017. No games would have to be cancelled due to construction.

Michael McClellan then mentioned that he and Craig Huffard need the ability to close the ball fields after excessive rains. McClellan suggested that when the fields are used before they have time to properly drained significant damage is being done. Closing the fields for a short period of time to allow fields to drain and will save time and money that is being used to make repair damage after use. Closing ball fields is a common practice at other communities. It was mentioned that Overland Park closes their fields after heavy rains.

After some discussion Ernie Reinhart made a motion to allow Michael McClellan and Craig Huffard the authority to close the ball fields in L/Y Park after heavy rains to allow for proper drainage. The motion was seconded by Michael McClellan. The motion passed 4-0.

This recommendation shall be forwarded to the City Council on April 17, 2017 for further discussion. Michael McClellan mentioned that he will attend this meeting.

Michael McClellan suggested that the city needs to buy new bases for all the fields. He would also like to purchase new pitching mounds. McClellan stated that he is researching the items and prices and will forward the information to Nathan Law.

Ernie Reinhart asked the following questions:

1. Does the City have a parks plan that tells us where we want to be in 5, 10, 15 years down the road?
2. What is the City’s plan to obtain additional green space/parks? Are developers required to donate green space and if so what that policy?
3. Does the city have a budget and a priority list? How much money is assigned to parks?
4. What are the funding estimates for the parks?

Ernie Reinhart suggested that this information is important to him in his efforts to secure grants for our parks. Ernie Reinhart ended by mentioning that finding alternate funding sources is a skill set that he brings to this table.

Bob Bazin mentioned that revenue from the liquor tax should be going to the parks. He stated that Overland Park receives approximately  $\frac{3}{4}$  of their parks budget from the liquor tax. This is a state mandate. In the past when Louisburg had two bars, the parks would receive approximately \$30,000. At the time the city used to place that money into the general fund and used it to maintain the parks. Bazin stated that he would like to see what is being spent on the parks and how much is currently being received from the liquor tax.

Bob Bazin stated that a  $\frac{1}{2}$  cent sales tax was established to build the Aquatic Center. Bazin asked now that the Aquatic Center is almost paid off what happens to that money. He suggested that the tax will be continued after the pool is paid off and remaining sales tax dollars are slated to go to the parks. Staff agreed to do research and follow-up with the Park and Tree Board.

No further discussion occurred.

**Item 10: ADJOURNMENT:**

A motion was made by Michael McClellan to adjourn the meeting. The motion was seconded by Ernie Reinhart. Motion carried 3-0. The meeting concluded at 7:43pm.

Submitted by Rusty Whitham  
Recording Secretary